

THE COUNTY OF RIVERSIDE

INVITES YOUR
INTEREST FOR THE POSITION

OF

DIRECTOR
OF THE
DEPARTMENT OF PUBLIC
SOCIAL
SERVICES

Riverside County

Whether it's a stroll through the quaint boutiques of historic downtown Riverside, an afternoon in Temecula's wine country, or a round on a world-class golf course in Palm Springs, Riverside County has something for every one of its 1.7 million residents. Even the weather is magnificent; with rainy days few and far between. All in all, Riverside County is a great place to live and work.

Combined with a reasonable cost of living, our multi-faceted environment of rolling hills, lakes and rivers, deserts and forests has made Riverside one of the nation's fastest-growing counties for more than a decade.

The historical Mission Inn, theme parks, and a location within a short drive to Southern California's many cultural events and tourist attractions, makes Riverside County an excellent alternative to the more costly and congested neighboring counties.

Riverside County's housing market continues to be among the most affordable in Southern California. In the second quarter of 2004, the median new home price was \$335,000 versus \$594,000 in Orange County or \$450,536 in Los Angeles.

(Source: Inland Empire Quarterly Economic Report, October 2004.)

Higher education facilities abound throughout the area providing continuing educational opportunities for professional development. These institutions produce top-flight graduates ready to enter Riverside County's labor market and propel us into the future.

Our County Government

Guided by a strategic vision created to provide and enhance needed services over the next two decades, the County of Riverside is progressive and proactive. We use technology and innovative business practices to keep ourselves on the cutting edge.

The five members of the Board of Supervisors serve as both the legislative and executive branches of the County of Riverside's government. This Board appoints a County Executive Officer to oversee the day-to-day activities of the County's agencies and departments. Altogether, the County of Riverside's budget for Fiscal year 2004-2005 is over \$3.2 billion.

The County's core businesses include; law enforcement, prosecution, probation, parks, community development, health and human services, economic development, public works, fire, housing, employment and administrative services. We have over 17,000 employees, making us the largest employer in the County of Riverside.

The Department of Public Social Services

The Riverside County Department of Public Social Services is committed to provide protection from abuse and neglect; help clients develop, maintain and strengthen individual and family life; encourage self-respect, and promote responsible, self-sufficient citizenship.

In fiscal year 2002/2003, the Department of Public Social Services employed approximately 2,808 staff in 160 classifications. They handled work associated with approximately:

- 9,660 cases in the In-Home Supportive Services program and receive approximately 600 referrals per month to our Adult Protective Services Program.
- 6,160 cases in the Child Protective Services Programs and receive an average of 3,080 referrals per month.
- 93,057 cases in the Medi-Cal, Food Stamp, General Relief, and CalWORKs Temporary Assistance Programs.
- 11,542 individuals have obtained employment with assistance from CalWORKs GAIN program.

- 21,879 of the 490,766 elders in the County participated in the award winning C.A.R.E. program, Curtailing Abuse Related to the Elderly.

The Department of Public Social Services consists of six divisions. The divisions are Administrative Services, Planning and Evaluation, Staff Development, Adult Services, Children's Services, Community Action and Self-Sufficiency. The latter four divisions administer dozens of programs and services for thousands of the most fragile and disadvantaged adults, families and children of Riverside County.

Presently, the Department of Public Social Services has 49 offices located throughout the County in Blythe, Indio, Cathedral City, Desert Hot Springs, Mecca, Rancho Mirage, Banning, Rubidoux, Hemet, Perris, Temecula, Lake Elsinore, Corona, Norco, Moreno Valley, Idyllwild, and Riverside.

The Director of Public Social Services Position

The **Director of Public Social Services**, following the five goals of the Social Security Act*, will lead employees through six executive team members in providing services to over 1,782,650 Riverside County residents. This Director will administer a \$600 million dollar budget made up of a variety of funding sources. This leader will be sought by others for advice and solutions and make decisions with limited information.

As the Director of Public Social Services, you will be required to collaborate in a complex political environment. You will need to view organizational politics as part of business life forging partnerships both internally and with State and Local officials and members of the community. You must understand the business of public sector and demonstrate your ability to provide innovative vision through strategic planning in order to direct change. Additionally, the director will be a member of the Workforce Development Board, C-IV Board of Directors and County Welfare Directors Association; commissioner to First 5; and administer of Child Welfare Services performance improvement plan.

A well qualified candidate will have executive experience managing a large program and be able to guide employees by providing sound judgment and accountability and advocating the organization's ethics and values.

This At-Will appointment serves at the pleasure of the Board of Supervisors. The position reports to the County's Executive Office.

Candidates for this position will be screened at two levels. The first interview will be conducted by an executive interview panel. Selected candidates will then be referred to the Board of Supervisors for a final interview.

*The five goals of the Social Security Act are:

1. Helping people become and/or remain economically self-supporting.
2. Enabling people to care for themselves.
3. Preventing and/or stopping the abuse, neglect, and exploitation of children and adults that are unable to protect themselves.
4. Preventing unnecessary institutionalization of people by providing care for them in their own homes or in their community.
5. Assisting people who need institutional care with placement in a proper facility.

Compensation and Benefits

SALARY: Starting salary \$110,868 to \$148,504, depending upon qualifications. Executive Performance Recognition Plan up to \$194,509 based on demonstrating and maintaining outstanding performance.

The County of Riverside's benefits include:

RETIREMENT: Contributions to the Public Employee Retirement System (PERS), are fully paid by the County, including the employee share (8% of salary). Retirement formula is **3% @ 60***. Based upon the highest 12 month period earning level.

***3% is one of the highest benefit levels of any County in CA.**

MEDICAL AND DENTAL INSURANCE: Effective December 2004 the flex benefit amount is \$454.00/mo. Vision plan paid by County.

DEFERRED COMPENSATION: Two voluntary deferred compensation 457 plans available to enhance PERS retirement benefit.

401(a) RETIREMENT PLAN: County contribution of \$50 per pay period towards a choice of two plans.

ANNUAL LEAVE ACCRUAL (biweekly): 1-<3 yrs, 8.92 hrs; 3-<10 yrs, 10.46 hrs; and 10 + yrs, 12hrs; in lieu of vacation and sick leave can be accrued up to a 1,440 hour limit. Employee may receive pay in lieu of up to 80 hours per calendar year and up to 160 hours may be approved by the Executive Office.

HOLIDAYS: Normally 12 paid holidays per year.

LIFE INSURANCE: \$50,000 term life, paid by County.

LEADERSHIP INITIATIVE: The opportunity to be a part of a collegial leadership culture.

AUTOMOBILE ALLOWANCE: \$550 per month plus the IRS standard mileage rate for business miles as amended from time to time or an automobile provided by the County.

Application and Selection Procedure

This recruitment will remain open until the position is filled. Interested candidates should submit a detailed resume clearly describing experience, education, and qualifications to: gscott@co.riverside.ca.us or

mhanisco@co.riverside.ca.us or send by U.S. mail to:

Riverside County Human Resources Department

Attention: Gigi Scott

4080 Lemon Street

Post Office Box 1569

Riverside, CA 92502-1569

Questions? Contact

Gigi Scott at 951-955-9993, Melanie Hanisco at 951-955-3594, in accordance with CPS Executive Search Stuart Satow or Kris Kristensen at 916-263-1401

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